

SECRET

[Redacted]

25X1

28 September 1966

MEMORANDUM FOR: Executive Officer, DDS&T

THROUGH : Comptroller, DDS&T

SUBJECT : Planned Activities for Plans and Programs, Budget, and Management Information Branches for Period 1 October 1966 through 30 June 1967

1. Attached are the plans and schedule of activities for the remainder of FY-1967 for the three branches of Comptrollership: Plans and Programs, Budget, and Management Information.

2. The discussion on Plans and Programs and the Management Information System highlights the need for basic DDS&T management actions to:

a. Implement a detailed and continuing planning-programming effort coupled with a much more regularized program review schedule for the Deputy Director (See Attachment A), and

b. Define the input-output reporting requirements and procedures for the centralized management information system (See Attachment C).

It seems clear that the detailed planning-programming effort would lend itself as a major input to the MIS, and a very significant bonus would be a much better data base against which to review contract proposals.

3. Attachment A also shows the tentative schedule for responding to the Combined Program Call.

4. Attachment B shows the tentative schedule of steps for responding to both the CIA and HRO Budget Calls.

5. Other recommendations are to:

a. Set up a Project Working Panel to ventilate project proposals at the working level before the DDS&T is asked to approve them.

b. Defer further changes to the Monthly Activities Report until it can be keyed to the MIS.

25X1A

[Redacted]
Plans and Programs Branch

Attachments
n/s [Redacted]

SECRET

FILE COPY
cy 6 of 6

25X1

SECRET

25X1



28 September 1966

SUBJECT: Comptroller-Planned Activities -- 1 October 1966 -
30 June 1967

Distribution:

- Cys 1 and 2 - Adise
- 3 - Compt/DDS&T (Subj File)
- 4 - P&P Br (Chrono)
- Cys 5 and 6 - DDS&T Registry

- 2 -

SECRET